**Class B.COM III Semester-V**

**Subject : Material Mangement**

**Date Topics**

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| July  18 to 31st 2018 | Materials Management: Concept, role and objectives; Systems approach to materials management; Organization of materials function |
| August 2018  Week I  Week II  Week III  Week IV | Materials planning  Purchasing –concept, principles and objectives;  Purchasing cycle; Purchasing policy and procedures  Materials Research and intelligence; Quality assurance in purchasing;  Standardization and Materials Management |
| September 2018  Week I  Week II  Week III  Week IV | Value Analysis;  Incoming material quality control; Financial aspects and committee reports in materials management.  Inventory Management and control systems; Spare parts management warehousing management;  Materials Accounting, |
| October  2018  Week I  weekII  week III  Week IV  November 2018  Week I | Inventory Valuation, physical verification and Materials audit  Disposal of obsolete and scrap items;  Transportation and insurance for risk management  Legal and ethical aspects of buying  Revision of the syllabus and test |